

City Council Agenda Preview

June 3, 2014

▶ Consent Calendar

- ▶ Item 3: Certification of Warrant Register
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$4.36 million for the time period reviewed.
- ▶ Item 4: Waive Reading of Ordinances and Resolutions
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ Item 5: Minutes of the Regular Meeting of the City Council Held on April 15, 2014 and a Special Meeting Held on April 29, 2014
- ▶ Item 6: Adopt Ordinance No. 260 Amending Lake Forest Municipal Code Relating to Campaign Signs
 - ▶ The City Council will consider a second reading of an ordinance amending the Lake Forest Municipal Code to modify the number, size, location, timing, placement, removal, and enforcement of campaign signs. If adopted the ordinance would become effective on July 3, 2014.
- ▶ Item 7: Review of the City's Conflict of Interest Code Pursuant to the Political Reform Act of 1974
 - ▶ The City is required by State law to review and update its Conflict of Interest Code every even numbered year. The purpose is to specify positions which involve decision making that may have a material or personal financial interest relative to City business. The City must submit a Statement of Review to the reviewing body (City Council) no later than October 1, 2014.
- ▶ Item 8: Waive 60 Day Written Notice Requirement for County Lease of Property – Sheriff Substation
 - ▶ The City Council may adopt a resolution to waive a 60-day notice of the County of Orange's intent to lease space at 20200 Windrow Drive to operate a Sheriff's Substation. The proposed Southeast Substation will house Field Operations and Investigative Services for cities (including Lake Forest) and unincorporated communities located east of the I-5 freeway, as well as provide many benefits to Lake Forest residents and businesses.
- ▶ Item 9: Request for Proposals for Website Software, Redesign, and Hosting Services
 - ▶ The City Council will consider approving a Request for Proposals to redesign the City's website and intranet. The key objectives of the project are to create an external website that is attractive, informative, interactive, and intuitive while utilizing the latest web technology. Potential new features could include a Request for Proposals/Bids management program, mobile friendly applications, and enhanced social media functionality.

City Council Agenda Preview

June 3, 2014

▶ **Consent Calendar (continued)**

- ▶ **Item 10: Updated Local Implementation Guidelines for the California Environmental Quality Act (CEQA)**
 - ▶ The City Council may adopt the 2014 Local CEQA Guidelines for the City to be consistent with State law. The Guidelines help staff review projects and prepare environmental documents subject to CEQA.
- ▶ **Item 11: Request for Proposal for Portola Park Conceptual Design Services**
 - ▶ The developer of the Portola Center Project is required to dedicate a five-acre site for a community park to the City, located on the south side of Glenn Ranch Road, near the intersection of Saddleback Ranch Road. The park is envisioned to be an active sports facility which could include lighted ball fields, a baseball/softball diamond, play equipment, and a gazebo. The City Council will consider approving a Request for Proposals for conceptual design services for the park site that would lead to the development of a master plan. During the process, the City will solicit public input and hold community workshops.
- ▶ **Item 12: Acceptance for Private Improvements and Release of Bonds for Tract Map No. 17524**
 - ▶ The City Council may accept private improvements for a Homeowner's Association park called "The Arbors," and release associated bonds for the project. The 3.1-acre park is located on the west side of Monarch between Alton Parkway and Dimension Drive. Park amenities include a swimming pool, wading pool, spa, shade structures, a barbecue area, and a children's play area.
- ▶ **Item 13: Second Amendment to Agreement with Nieves Landscape for Park Maintenance Services**
 - ▶ City Council will consider extending a contract with Nieves for another year for an additional \$784,485 to continue providing park maintenance and repair services for the City's passive parks. If approved, the total contract would be \$2,099,840.
- ▶ **Item 14: Second Amendment to Agreement with Athens for Street Sweeping**
 - ▶ City Council will consider extending a contract with Athens through June 30, 2015 and increase compensation to \$1,130,216. Athens would continue to provide street and park parking lot sweeping services. In addition, the amendment would add weekly sweeping of new residential and arterial streets in the Baker Ranch development and weekly parking lot sweeping at Baker Ranch Community Park and Lake Forest Sports Park.

City Council Agenda Preview

June 3, 2014

▶ **Consent Calendar (continued)**

- ▶ **Item 15: Third Amendment to Agreement with AndersonPenna for General Engineering Services**
 - ▶ The City Council will consider amending the contract with AndersonPenna to increase the contract amount in light of increased activity associated with OSA developments and supplementary staffing. The consultant currently provides general engineering services such as plan check of development plans and inspection of construction activities for Baker Ranch and Portola Hills areas. The amendment would extend the term through July 4, 2015 and increase compensation to \$3,432,000. If approved, the \$1,064,000 contract increase would be offset by various deposits, fees and salary savings.
- ▶ **Item 16: Contract Award Facility and Park Repair Services**
 - ▶ City Council will consider approving a \$159,090 contract to Jamey Clark Inc. for facility and park repair services for a three-year term. The scope includes general maintenance of park facilities including Baker Ranch Community Park and the Lake Forest Sports Park.
- ▶ **Item 17: Award of Contract for Custodial Maintenance Services**
 - ▶ City Council will consider approving a contract with Commercial Cleaning Services for janitorial and maintenance services at City Hall, Etnies Skatepark, as well as the future Sports Park recreation building and two on-site clubhouses. The contractor would also be responsible for minor repairs to plumbing, heating, and cooling equipment, electrical systems, and roofing to the Sports Park facilities on an as-needed basis. The contract amount for a three-year contract is \$246,972.

▶ **Discussion**

- ▶ **Item 18: Selection of Author(s) of the Primary Argument in Favor of the Ballot Measure Establishing Term Limits for Members of the City Council and Rebuttal Argument if Necessary**
 - ▶ City Council may elect to author a ballot measure in favor of establishing term limits for members of the Lake Forest City Council, or alternatively may author a rebuttal argument against the proposed measure. The deadline to submit primary arguments is June 27, 2014 with rebuttal arguments due on July 7, 2014. A 10-day public review period follows the deadlines for both primary and rebuttal arguments.
- ▶ **Item 19: City Council Discussion and Possible Action Requiring a Supermajority Vote of the Council Regarding Potential Increases to Local Taxes and Fees**
 - ▶ City Council will discuss requiring a supermajority vote (fourth-fifths of the City Council) to propose a City ballot initiative for voter approval to increase local taxes and fees.

City Council Agenda Preview

June 3, 2014

▶ **Discussion (continued)**

- ▶ **Item 20: City Council Travel and Expense Reimbursement Policy**
 - ▶ City Council will discuss the City Council travel and expense reimbursement policy. The policy was most recently revised in December 2010 to include specific League of California Cities training opportunities.
- ▶ **Item 21: Selection of Delegates to the League of California Cities Conference, September 3-5, 2014**
 - ▶ City Council will consider appointing voting delegates and alternate(s) to represent the City at the 2014 League of California Cities (LOCC) Annual Conference. The deadline for notifying the LOCC is August 15, 2014.